Commonwealth of Virginia
Department of Professional and Occupational Regulation
Post Office Box 11066
Richmond, Virginia 23230-1066
(804) 367-2039
www.state.va.us/dpor



## Real Estate Appraiser Board

## BUSINESS REGISTRATION APPLICATION Fee \$100.00

A check or money order payable to the <u>TREASURER OF VIRGINIA</u>, *or* a completed credit card insert must be mailed with your application package. APPLICATION FEES ARE NOT REFUNDABLE.

The *Real Estate Appraiser Board Regulations* require all business entities seeking to provide appraisal services shall register with the Real Estate Appraiser Board. All businesses, including sole proprietorships trading under a <u>fictitious name</u>, are required to register. You are trading under a fictitious name if your last name does not appear in the name of your business.

	Business/Sole Proprietor's Name	-						
2.	Trade (or Fictitious) Name							
3.	Federal Employer Identification Numbe	r						
	Sole Proprietor's Social Security No. *		_					
4.	Street Address (PO Box <u>not</u> accepted)							
	City, State, Zip Code							
5.	Mailing Address (PO Box accepted)							
	City, State, Zip Code							
6.	E-mail Address							
7.	Telephone & Facsimile Numbers	( ) Teleph	- one	( ) Facsin	 nile			
8.	Type of business (check only <b>one</b> ) Sole Proprietorship General Partnership Limited Partnership ◆ Association Limited Liability Company ◆ Corporation ◆  Limited Partnerships, Limited Liabilithe Virginia State Corporation Comm							s) with
Licer	nsing section use only: SCC Registration	on No.		Issue Date	Acti	ve?	Υ	N
OFFICE USE	DATE FEE	CLASS OF FEE	400	LICENSE NUMBEI	2	I	SSUE DA	TE
ONLY			100					

9.	ls the appraiser business authorized (in accordance with the laws of the Commonwealth of Virginia) to conduct business in Virginia?								
	Yes No If no, this application cannot be processed.								
	All companies and corporations must provide a copy of their Certificate of Incorporation issued by the State Corporation Commission.								
	Out-of-state business entities must include a copy of the Certificate of Authority issued by the State Corporation Commission								
	Partnerships must attach a copy of their certificate of partnership issued by the Virginia State Corporation Commission (SCC).								
	Business entities trading under <u>fictitious</u> names must attach a copy of the certificate filed with the clerk of the court in the locality where business will be conducted.								
10.	of a sole	Enter the name and title of a principal member of your business management (a registered agent, the sole proprietor of a sole proprietorship, a partner of your partnership, an officer or director of an association, a manager of your limited liability company, or an officer of your corporation).							
		First	Middle	Last	Gen (SR, JR, etc.)	Title			
11.	Manage	er's Address (PC	) Box accepted)						
	City, Sta	ate, Zip Code							
12.	I, the undersigned, certify that the foregoing statements and answers are true, and I have not suppressed any information that might affect the Board's decision to approve this application.								
	Ü	er's Signature al named in #10)			Date				

<sup>\*</sup> State law requires every applicant for a license, certificate, registration or other authorization to engage in a business, trade, profession or occupation issued by the Commonwealth to provide a social security number or a control number issued by the Virginia Department of Motor Vehicles.